

Utilities Coordinating Working Group

Design Phase Utility Coordination Subcommittee Meeting

(Senate Concurrent Resolution 48)

Tuesday, September 17, 2109

DelDOT Administration Building, 800 Bay Road, Dover, DE

Farmington/Felton Conference Room

MEETING MINUTES

Approved 10/1/2019

MEMBERS PRESENT:

Laszlo Keszler	DPL Gas	present
Garth Jones	Chair, Chesapeake Utilities	present
Eric Cimo	Dept of Transportation Utilities Engineer	present
William Whitaker	Delmarva Power Corporation	present
Troy Dickerson	Delaware Electric Cooperative	present
Mark Parker	Eastern Shore Natural Gas	present
Alan Marteney	Century Engineering/ACEC-DE	present
Wayne Tyler	Artesian Water Company	present
Tony Rutherford	Delaware Electric Cooperative	present
Chris Baker	George & Lynch	present
George Zang	Verizon	present
Adam Gould	Artesian Water	present
Rick Kerfoot	Comcast	present
Steven Foster	AB Consultants, Inc.	present
Greg Coury	TUI	present

OTHERS PRESENT: Meaghan Barna (DelDOT), Jason Hastings (DelDOT), Maureen Kelley (DelDOT), David Kleinot (DelDOT), Mike Simmons (DelDOT), Pam Steinebach (DelDOT), Aimee String (DelDOT)

- I. Welcome and Introductions: The meeting was called to order at 10:00 AM by Garth Jones. The committee members introduced themselves. The committee reviewed the meeting minutes from the September 3, 2019 meeting. There were spelling errors noted and will be corrected. The minutes were approved as amended.
- II. Continued Discussion of DelDOT's Existing Design/Coordination Process: Mr. David Kleinot provided an overview of the Bluebeam software program. Mr. Cimo explained this presentation is an effort to explore the ways technology can help the group work better together. Bluebeam is a PDF markup and editing software system that DelDOT is transitioning to use. This is a cloud based program that can display markups and reviews. The software program would likely be accessed through a hyperlink sent by

DelDOT staff. Mr. Cimo encouraged the committee to not think in terms of how this program would work with the UPA, but instead consider instances where this tool could be used in place of UPA functions. He further explained if the committee likes this tool, the process could even be built around it. It was noted that this software is free to download, and DelDOT could possibly take on the license expense for all users. Committee members inquired if the system could utilize a drag and drop feature so CAD files could be uploaded. Mr. Kleinot explained there is a way to import into this system, but it needs to be explored further so we are careful not to duplicate data.

The committee discussed the phases in which this program would be used and Mr. Cimo explained it could be used in all phases. A new session would be sent for each milestone (phase). Mr. Kleinot confirmed there should not be an issue if people are working simultaneously on a project as the system is constantly uploading and saving. All user actions are tracked. It is likely that there will be a limit of users per company. Mr. Whitaker suggested the committee consider what would be on their wish list when developing a system that would work and bring those ideas to the next meeting for discussion.

After much discussion, Mr. Cimo inquired if the subcommittee would be interested in moving forward with a trial period of this program. The subcommittee members agreed this would be something they would be interested in. Mr. Cimo will reach out to the subcommittee about setting up a trial. He also reminded members to give thought to their wish list for the next meeting.

Mr. Jones explained as the meeting was spent entirely on this discussion, it may be worth considering a separate subgroup to review technology. While this topic is a good tangent, it is not necessary to fulfill the intent of the Senate Resolution. He noted there is a lot to be discussed that has not yet been touched upon.

Mr. Jones reminded the committee it was imperative that they give thought to the accountability piece.

III. UPA – There was no further discussion.

IV. Other – There was no further discussion.

V. Action Items/Future Meetings: The subcommittee will meet every two weeks. The next meeting will be held October 1, 2019.

VI. Public Comment: There was no public comment.

VII. Adjournment: The meeting adjourned at 11:10 a.m.